



**City Of St Charles
Two East Main Street
St. Charles Illinois 60174**

Department: Building & Zoning

Phone: (630) 377-4406

Fax: (630) 443-4638

Deck Construction – Building Permit Guidelines

The following are guidelines for obtaining a building permit for construction of a deck:

1. A building permit is required to construct a deck.
2. Two (2) sets of drawings showing construction details of the deck must be submitted. (See Sample A)
3. Two (2) copies of the plat of survey for the property showing the location of the deck, dimensions of the deck, distances to all lot lines from the deck and where the electric service comes into the house must be submitted. (See Sample B)
4. An application must be completed and submitted to the Building & Zoning Department.
5. The fee for the permit is **\$65.00**. This fee must be paid at the time of application and drawing submissions. **This fee is non-refundable.**
6. It is the responsibility of the homeowner/contractor to arrange to have all underground Utilities located prior to any digging. Included for your use is the information for contacting J.U.L.I.E. (Joint Location Information for Excavators)
7. It is the responsibility of the homeowner/contractor to schedule to required inspections with the Building Department. The required inspections are indicated on the attached Plan Review form. **Note:** When calling to schedule an inspection, you must provide the address and the permit number. Inspection appointments require a minimum notice of 24 hour.

Web Site: <http://ci.st-charlesil.org>

J.U.L.I.E.
Joint Utility Location Information for Excavators

1-800-892-0123

Dig Number: _____ Date Notified: _____

Please Note: J.U.L.I.E. requires 48-hours notice before digging.

One phone call to J.U.L.I.E. will notify all the following public utilities. Theses service utilities need to be located and marked by utility representatives prior to starting any excavation, grading, or other work that is below the ground surface. You will receive a Dig Number, which you should record above along with the date of notification.

Utility	Color Code Marker
Electric Utilities	Red
Comcast (Cable)	Orange
Northern Illinois Gas (Nicor Gas)	Yellow
Sewer Utilities	Green
Telephone Company	Orange
Water Utilities	Blue

BUILDING & ZONING DIVISION
(630) 377-4406 OR (630) 377-4410

Robert J. Vann
Building Commissioner

Jerry Essem, Tom Medernach,
Building Inspector

Steve Herra
Plumbing Inspector

DATE:

TO:

FROM: St. Charles Building Zoning Department

NOTICE: The St. Charles Building Zoning Department has reviewed the plans, which were submitted:

BY: same

FOR: Deck

LOCATION:

INSPECTIONS REQUIRED

☒ Postholes

☒ Frame

☒ Final

☐ Other _____

REQUIRED CODES

☒ St Charles Municipal Code

☒ 2000 Int'l Residential Code W/Revisions

☒ 2002 Nat'l Electric Code W/Revisions

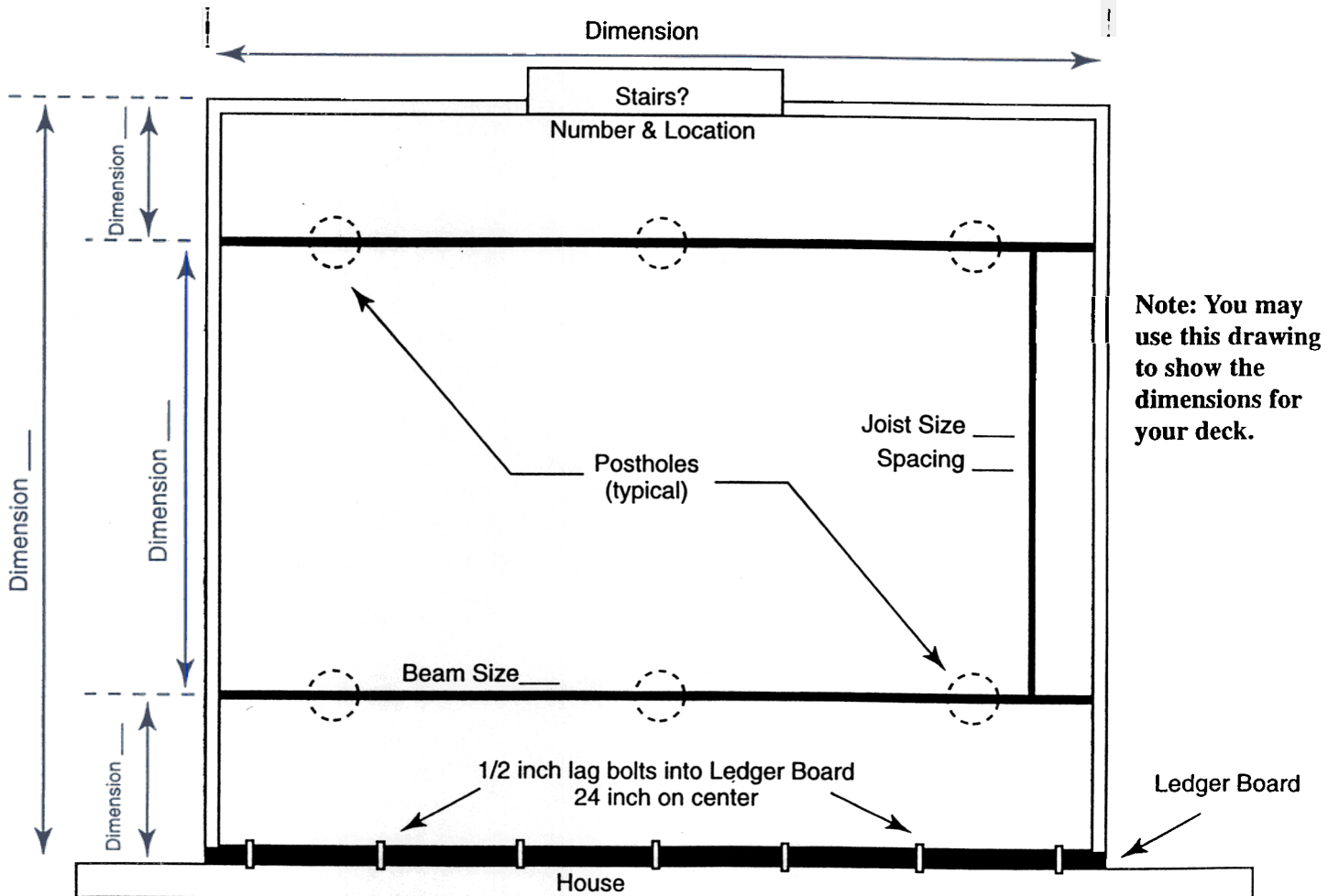
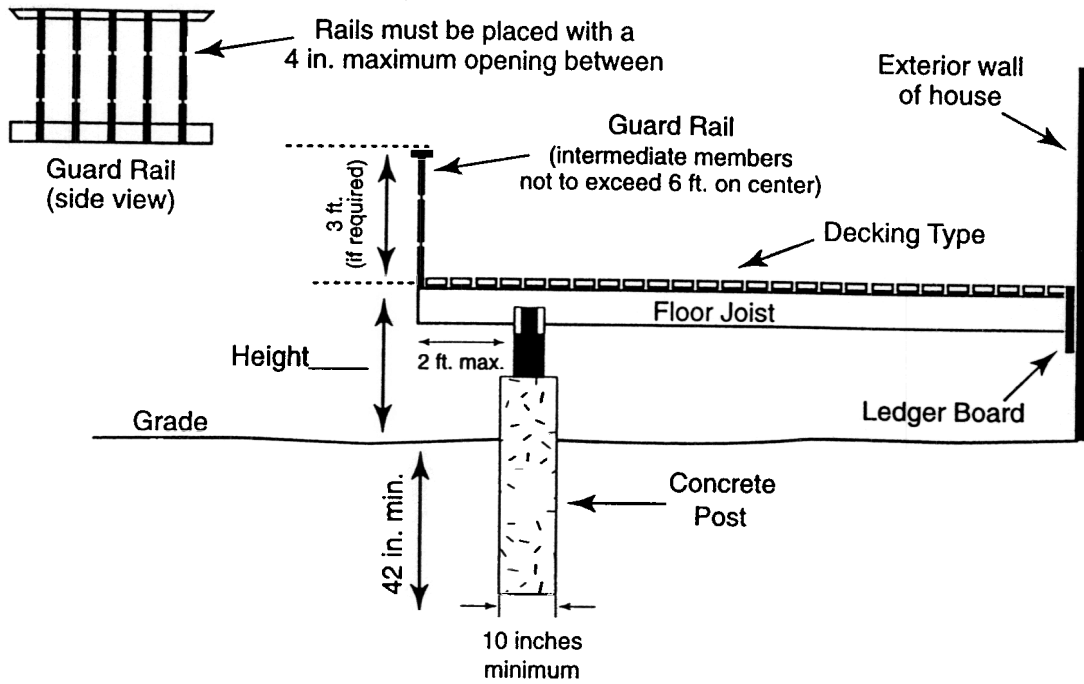
☒ Fire Prevention Code

- **Re-inspection fees:** If any of the above-indicated inspections (with the exception of a final) require a re-inspection be conducted, a fee of \$60.00 for each re-inspection will be invoiced to the builder and/or owner. If the inspection is a final and requires a re-inspection, a fee of \$80.00 for each final re-inspection is to be paid at the Building and Zoning Office prior to the Final Occupancy being issued.

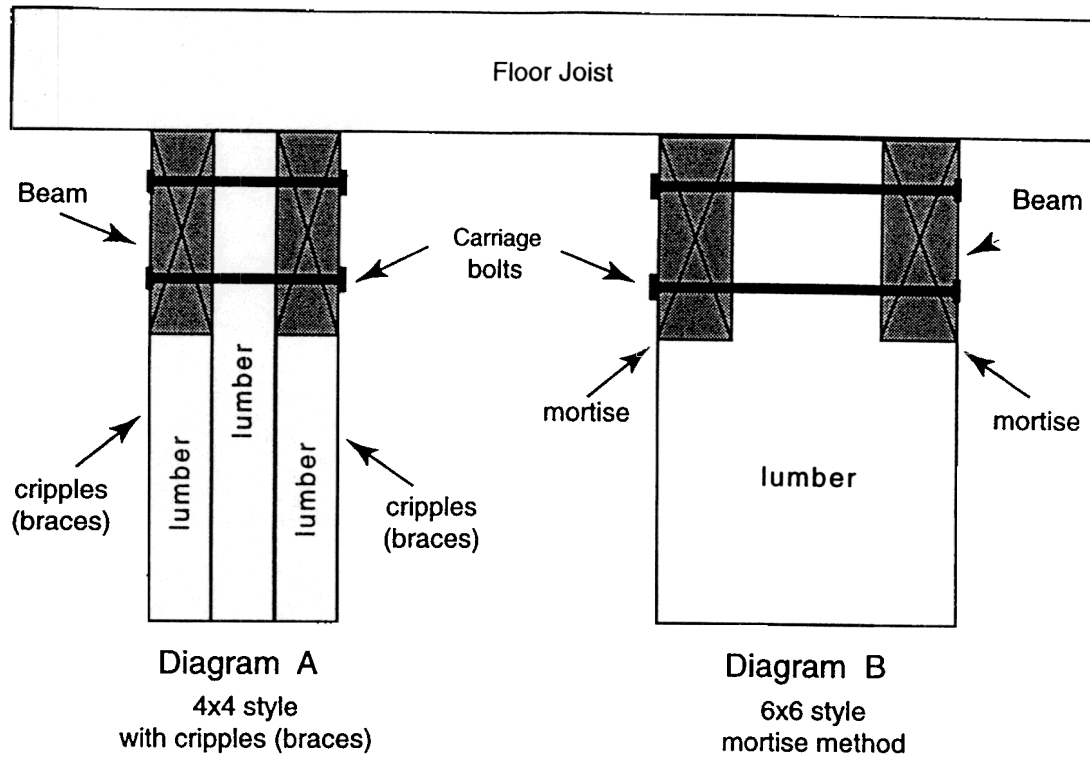
In review of your plans submitted to this office, the following items must be complied with per the Kane County Building Code. (NOTE: NO FACILITY SHALL BE OCCUPIED OR USED UNTIL A FINAL INSPECTION HAS BEEN MADE AND A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED).

1. Compliance with the above indicated codes, ordinances, and inspections required.
2. The plan review and stamped FIELD COPY of the plans are to be on the job site.
3. Posthole are to ten-inches (10") in diameter and forty-two inches (42") in depth.
4. Wolmanized or weather treated wood is to be used.
5. Galvanized nails are to be used.
6. One half (1/2") inch lag bolts into ledger board two feet zero inch (2' 0") on center and hanger joists from ledger.
7. Guardrails are required when a floor surface is located thirty (30") inches (762 mm) above finished grade and not less than thirty-six (36") inches (914 mm) in height.
8. Handrails are required on open sides of stairs when a total rise of more than thirty (30") inches (762 mm) above finished grade and measures not less than thirty-four (34") inches in height vertically from the nosing of the tread.
9. The riser on the steps shall be no greater than 7-3/4 inches with the greatest riser height not to exceed the smallest by more than 3/8 inch and the tread to be no less than ten (10") inches.
10. Deck beam shall be done as indicated in diagram A or B which are located in the Informational Deck Packet.
11. Balusters or pickets shall be placed with a four (4") inch maximum opening between.
12. Per the National Electrical Code no deck shall be placed over the electric service coming into the house. The deck is not to be over the meters.
13. **The postholes are to be inspected prior to anything being filled into the postholes.**
14. **The framing is to be inspected prior to decking material being installed.**
15. **The final is to be inspected after completion of the deck.**
16. It is the responsibility of the contractor/owner to provide all sub-contractors with copies of the review comments and the required inspections.

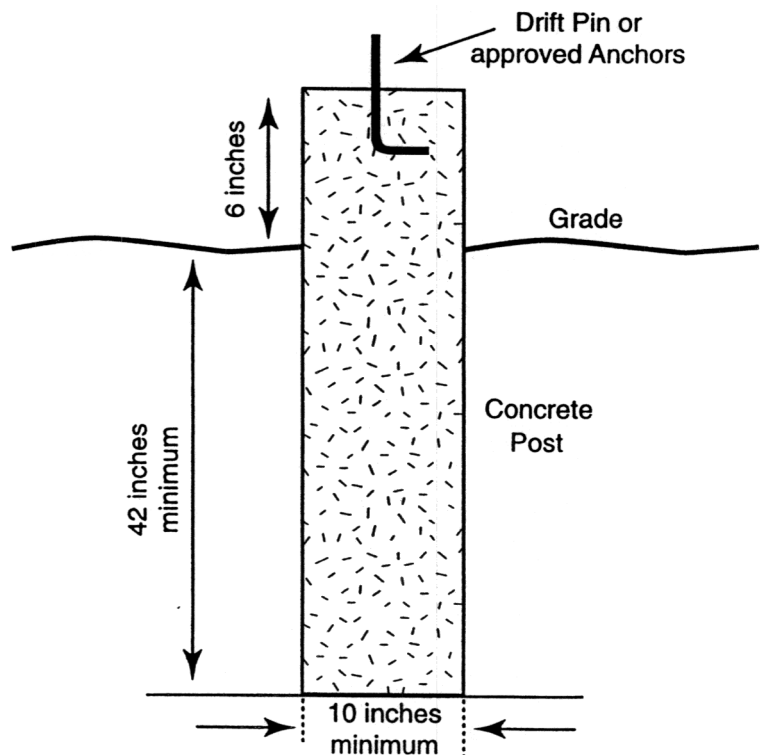
Sample A Construction Details



Deck Beam Construction



Proper Installation of Postholes & Specifications

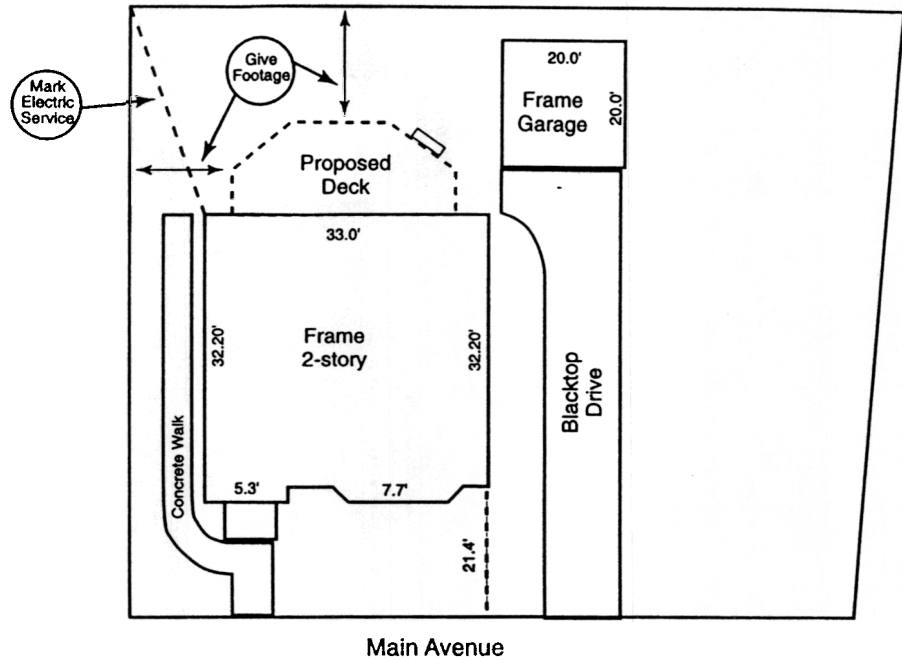


Note: A larger pier may be required depending on the height of the deck from grade (ground.)

Sample B Plat of Survey

Your plat of survey showing location of proposed deck, public utility easements, if any, and below-grade electric service, if applicable.

Also provide footage from proposed deck to lot lines.



STATE OF ILLINOIS
COUNTY OF KANE SS

I hereby do certify that I have surveyed the described Property
and that the plat hereon drawn correctly represents said survey.

Design Factor For Decks

40 Pound Live Load per Western Lumber Span Spruce Pine Fir No. 2

1. Center to Center	Maximum Span
2x6 12 inch	9 ft. 6 in.
16 inch	8 ft. 7 in.
24 inch	7 ft. 6 in.
2. Center to Center	Maximum Span
2x8 12 inch	12 ft. 6 in.
16 inch	11 ft. 4 in.
24 inch	9 ft. 6 in.
3. Center to Center	Maximum Span
2x10 12 inch	15 ft. 11 in.
16 inch	14 ft. 3 in.
24 inch	11 ft. 8 in.
4. Center to Center	Maximum Span
2x12 12 inch	19 ft. 1 in.
16 inch	16 ft. 6 in.
24 inch	13 ft. 6 in.



**CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984**

DEPARTMENT: BUILDING & ZONING

PHONE: (630) 377-4406

FAX (630) 443-4638

APPLICATION FOR CONSTRUCTION FOR BUILDING PERMITS

APPLICATION DATE: _____ PERMIT ISSUED _____ NO.: _____

PLEASE PRINT ALL INFORMATION

**I, _____, do hereby apply for a permit for the following described
work located at _____ Lot _____ Unit _____**

NOTE: Is property located in the Historic Preservation District? Yes No
Please circle either yes or no

Subdivision _____, Type of construction _____

Description of proposed work: _____

Square feet in building _____ Estimated cost of construction _____

Use of building _____ No. & Size of electric meter _____ No. & Size of water meters _____

Remarks _____

Plans _____ Specifications _____ Plat of Survey _____

Owner of Property

Name: _____

Address: _____

City: _____

State/Zip Code: _____

Phone: _____

General Contractor

Name: _____

Address: _____

City: _____

State/Zip Code: _____

Phone: _____

Electric Contractor

Name: _____

Address: _____

City: _____

State/Zip Code: _____

Phone: _____

Concrete Contractor

Name: _____

Address: _____

City: _____

State/Zip Code: _____

Phone: _____

Continued on reverse side

PLEASE PRINT ALL INFORMATION

Plumbing Contractors

Name: _____
Address: _____
City: _____
State/Zip Code: _____
Phone: _____
IL & Registration No.: _____

Roofing Contractors

Name: _____
Address: _____
City: _____
State/Zip Code: _____
Phone: _____
Illinois License No: _____
License Expiration Date: _____

Sewer & Water Contractor

Name: _____
Address: _____
City: _____
State/Zip Code: _____
Phone: _____

HVAC Contractor

Name: _____
Address: _____
City: _____
State/Zip Code: _____
Phone: _____

I, the undersigned, certify that if a permit is issued to me, I will comply with all provisions of the building, plumbing, electric and other applicable ordinances of the City of St. Charles and shall perform all work, or cause all work to be performed according to the provisions of said ordinances. I, or my agent, shall personally supervise the work and shall do, or cause to have done, said work according to plans, specifications and other written information supplied as a part of this application. I am familiar with the applicable ordinances and the provision thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, tradesmen and workmen, and shall call for inspections as required at a minimum of 24-hours before they become due.

PRINT NAME: _____ SIGNATURE: _____

Name of actual business(s) that will occupy this space _____

REPORT OF THE BUILDING OFFICIAL

Remarks: _____

Accepted: _____ Rejected: _____ Date: _____
Signed: _____

For Office Use

Received _____
Fee Paid \$ _____
Receipt # _____

Copies of application distributed to:

Electric: _____ Engineering: _____ Fire: _____
Meter: _____ PW: _____ Historic Preservation: _____